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| DATE: | JUNE 3, 2016 |
| NUMBER: | Q.75 |
| SUBJECT: | RELEASE OF "SERVED TIME" INMATES |
| RELATED SECTIONS: | |

PURPOSE

To establish a standardized time for releasing inmates from Sheriff's custody, thus reducing the possibility of confusion on the part of the inmates or staff.

POLICY

To release all "Served Time" inmates at a specific time of day, regardless of their custodial status ("trusty" or "mainline").

PROCEDURE

Sentenced inmates may legally be released at any time of the day on the last day of their sentence ("Served Time"). Generally, such inmates will be released between 0600 and 0800 hours. However, no sentenced inmate is to be released from custody prior to 0001 hours without the expressed written permission of the facility commander or court order (for cause).